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SPEAKING OF SAFETY

Volume 1 No. 1

TO ALL DEPARTMENT OF AGRICULTURE EMPLOYEES:

It gives me pleasure to introduce the first issue of SPEAKING OF SAFETY.

This publication, copies of which will be distributed to all Alberta Agriculture employees, will contain timely articles concerning occupational health and safety.

It is hoped that this will be a vehicle to aid in making every one of us become more concerned about eliminating those conditions, or actions, that are detrimental to our own health and safety, as well as those around us.

Each issue will concern itself with one major topic that will give helpful information concerning the safe approach to work and/or leisure activities, both on the worksite and at home.

It is hoped that this publication will help all of us to reach our potential to perform our appointed tasks in an expeditious and safe manner.

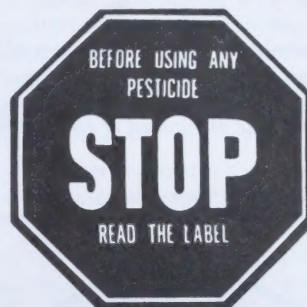
H.B. McEWEN
Deputy Minister

Speaking of Safety has been designed to help you become aware of health and safety on the job and at home.

Keeping in mind that safety and health is both a combination of attitude and education, this newsletter will help the reader to become aware of how health and safety effects your everyday life, and to know and understand the dangers and hazards that surround us and our families in our day to day living, both at home and on the job.

Speaking of Safety is for all employees and their families and we invite your comments and contributions to the newsletter that you or your family may have.

C. DAVIDSON
Department Safety Manager



PESTICIDES: HANDLE WITH CARE!

Modern technology has provided a wide variety of crop chemicals for weed and pest control. These pesticides are essential to agriculture and home owners, but like many other tools they can be hazardous to people and their environment if not used properly. The only proper use of pesticides is safe use! There is no right way to apply the wrong chemical.

Safety begins with a knowledge of the product you are using. Reaction to poisoning by certain pesticides will be immediate and severe. The effect of other products may not be evident for a considerable time. Degree of toxicity is indicated on the pesticide container. Read the label to be sure you know how to handle the product properly.

There are three basic ways in which humans and animals are poisoned by pesticides:

1. Oral ingestion — the simplest means. For example, a child might accidentally swallow a pesticide.
2. Inhalation of dust spray or fumes.
3. Through the skin surface.

Ingestion of pesticides can easily be prevented by using such basic personal protective equipment as rubber gloves, sealed goggles and respirators. Chemicals should be securely stored in their original containers. Clothing should be washed or immediately disposed of after working with pesticides.

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BUCKLE UP

Seven Albertans credit seat belts with saving their lives or reducing their injuries in motor vehicle crashes, a spokesman for the Alberta Safety Council said.

The seven people are the first 1982 members of the Council's Saved by the Belt Club. Among the seven new members are: Garry W. Townsend of Calgary, Mike Messervey of Edmonton, Mr. and Mrs. Dee Jay Dumont of Redcliff, Igor Rajcic of Lethbridge, Daniel B. Small of Devon and Carlton Larsen of Camrose.

There are no commitments to Club members. Application for a free membership can be made to the Alberta Safety Council by anyone who has been involved in a motor vehicle crash in which seat belts eliminated or reduced injury.



SPEAKING OF SAFETY

Published by the Personnel Administration Division

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The Personnel Administration Division believes the information and recommendations in this publication are reliable and reflect expert contemporary opinion on the subject area(s). However, the Division assumes no responsibility or liability for the accuracy or sufficiency of this information, recognizing that circumstances, and other factors may vary greatly.

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Misuse of agricultural chemicals has prompted environmental groups to look at pesticide use. Certain chemicals, if not used properly, can cause long-lasting environmental damage. For this reason, you are advised to only use pesticides in quantities recommended. This will assure the safest and most economical results.

Pesticides will continue to play an important role in agriculture and home use. Chemicals are valuable assets when used with caution and respect.

When using pesticides around the home or farm, remember "cides" means to kill. For your protection follow these simple safety rules.

1. Use the right chemical and sprayer for the particular pest problem.
2. Read and heed the label! Make sure everyone working with you understands proper use of the product.
3. Wear appropriate personal protective equipment, including gloves, respirator and sealed goggles.
4. Mix materials carefully and accurately, in the precise amounts listed on the label.
5. Adjust equipment to apply the proper dosage with good coverage.
6. Avoid pesticide drift; don't spray when wind speed is excessive.
7. Avoid contact with pesticides. Carry extra nozzles; never try to clear a plugged nozzle by blowing through it!
8. Clean all equipment when spraying is finished. Wash up before smoking or eating.
9. Pesticides should be stored in their original containers. Keep pest control products in a locked cabinet, room or building.
10. Dispose of excess pesticides and empty containers as recommended by the label.

WHAT IS P.P.E.

When the first primitive man came out of his cave, he used P.P.E. to protect himself from the cold. The first firemen used their long beards for P.P.E. to protect themselves from dangerous smoke. Hockey and football players use P.P.E. to cut down on injuries. Even some people at work, who care about their personal well-being and safety, use P.P.E. — Personal Protective Equipment.

There are almost as many excuses as to why people do not use Personal Protective Equipment, as there are accidents from not using it. They "forgot" to wear goggles when they were using the grinding wheel. They did not take the time to go back and get a hard hat. Safety shoes are too expensive. Stop and think for a minute. If I don't take time for safety I may have to take time to recover from the injury.

There are hazards that can't be eliminated. That is where your Personal Protective Equipment is important to your job. In some cases P.P.E. is all there is between you and a disabling injury.

Common sense tells us that when handling rough material we should wear gloves to protect our hands. A hard hat is essential any time there is someone working above you. Remember, use common sense, not excuses.

Personal Protective Equipment will not eliminate hazards, but it will control them, and reduce your risk of a disabling injury, or even a fatality. It is foolish not to use P.P.E.

Wearing P.P.E. has to become a habit. You have to be aware, at all times, of the dangers and risks involved in your job and what you must do to prevent serious injury. You may go for months and even years never having anything happen, but in that one split second, if you're not personally protected, you may spend the rest of your life regretting that one careless moment you did not wear your Personal Protective Equipment.

Your Personal Protective Equipment is there to protect you. It will not do any good if it is hanging on a hook, or dirty and broken at the bottom of your work bench. It can only protect you if you use it — all the time.

"FIRE"

Every day in Alberta 10 fires occur in homes...homes belonging to you and I.

Every week someone will die. While property can be replaced, a human life cannot.

To many people, fire may mean inconvenience, a claim to an insurance company, and later, as life returns to normal an increased awareness of fire prevention. For others, fire may result in deep and jagged scars, both physical and emotional. A loss of a family member is a memory never erased.

Valuables and keepsakes are all left behind when a fire occurs. People, the lucky ones, escape with their lives. For some of us the future is made uncertain. For others, the past has been taken away.

The next time you hear the sound of the sirens, think how you would feel if they sounded for you. What would you lose? How would you feel? What thoughts would run through your mind, and after all had turned to ashes, what would your future be? What would you have left?

VOCATIONAL REHABILITATION NOW INCLUDED IN WORKERS' COMPENSATION ACT

For the first time the functions of the Vocational Rehabilitation Department of the board have been defined in the Workers' Compensation Act — Alberta.

Under the Act the Board shall take whatever measures it considers necessary to assist a worker injured in an accident and entitled to compensation to return to work and to lessen or eliminate any handicap resulting from that injury. Within this context the Board may:

- provide physical, social and psychological services;
- relocate a worker who suffers from an occupational disease and his dependents, if in the opinion of the Board a change of industry or occupation is advisable;
- provide vocational or other rehabilitation services which include selective job placement, training on the job and, when appropriate, academic upgrading;
- reimburse a worker engaged in a vocational or rehabilitation program actual and reasonable expenses, including the cost of relocation, if applicable.

The Vocational Rehabilitation Department will extend to a dependent spouse the same range of benefits and services that would have been available to the worker had he or she lived. The Vocational Rehabilitation Department may also recommend to the Board that a dependent spouse be provided with a pension advance when such action will assist in rehabilitation.

Payment of life time pensions to spouses will no longer be automatic. Payment of pensions will be made for a decreasing five year term. If children are involved, pensions will be payable until the eighteenth birthday of the last child. Emphasis will be placed on term pensions and, where necessary, full retraining.

Reproduced from WCB Info.



The best time to fight a fire is before it begins, through prevention. Remember, a clean place seldom burns and a safe person seldom has a fire. How many times over the years have you thought about fire dangers in your home and said "Well someday I will do something about it". **Now** is that time.

The old adage, "There are only three causes of fire...men, women, and children" still holds true. We alone are responsible for fire and we alone can prevent it.

"BIG WHEELS KEEP ON TURNING"

Yes, I remember now.

I shut off the machine for repair. When I reached inside to find the problem, I felt a sharp pain, almost a sting, in my hand. When I pulled my hand out, I found that some of my fingers were cut and one was missing...

This story is true. It happens time after time. The three rules to follow when repairing machinery are:

1. Shut off the power, or remove the power source.
2. If there is a key, take it with you, or lock out the power source. This prevents someone from starting the machine while you are working on it.
3. Wait until it comes to a complete stop before working on it.

An elimination of any one of the three safety factors may result in a serious accident. Many of us may shut off the power source and secure the machine from accidental starting, but how many of us check to see if the equipment has actually stopped running before we start repairs.

The heavier a part is, the faster it moves and the longer it will continue to move after the power source has been disconnected. This is often called "freewheeling" (Inertia). A child toy top works the same way, continuing to spin long after the string is pulled.

Some freewheeling parts may continue to rotate up to 2½ to 3 minutes after the power has been shut off. Examples of freewheeling parts include:

- 1) Cutter heads
- 2) Hammer mills
- 3) Rotary mower blades
- 4) Fan and other blades
- 5) Flywheels

It is usually very difficult to completely protect a person by guarding or other machinery designs, therefore, it is necessary to recognize, and warn others, of the extreme dangers of freewheeling parts and make sure you do not go near them until they are completely stopped.

Even though they seem to be moving very slowly or coasting to a stop, personal contact can still result in serious injury because of the weight of the moving part. Objects in motion want to stay in motion until they are stopped by some other force or object. Don't let your hand or foot be that object.

ACCIDENT
is just a word
until it happens.



SAFE LIFTING "BEND YOUR KNEES"

Eight out of every 10 adult Canadians suffer from back pain at some time in their lives.

Moving heavy objects the wrong way is one of the major causes of strains, sprains, and lower back pain. Here are some basic rules for lifting heavy objects without straining your back:

1. Position your feet for balance — place one foot slightly ahead of the other, about shoulder-width apart.
2. Bend your knees and keep your back as straight as possible.
3. Avoid touching the floor with both knees.
4. Make sure you have a firm grip on the object.
5. Keep your arms and the object close to your body at waist-level.
6. Turn from the feet, or point your forward foot in the direction of the turn.
7. If possible, get a friend to help. Remember: the muscles in your upper arms and legs are much stronger than those in your lower back.

Sometimes it is easier to push, pull, slide, or roll an object, and it takes less effort to move something this way over smooth, clean surfaces. Keep your back straight, knees bent, and rock back and forth on your feet using your own weight as a force as well as your muscles.

When you must reach above your head or below your waist, place one foot in front of the other and tighten your stomach muscles. When these muscles are contracted they help take the load off your back and transfer it to the hips and pelvis, which are much stronger.

Back injuries can happen at work or at home if you are in the habit of lifting incorrectly.

To help prevent back injury always remember the key to safe lifting is bend your knees, keep your back straight and lift with your legs.

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SPEAKING OF SAFETY

Volume 1 No. 2

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NEW SAFETY POLICY

The health and safety of personnel must concern all levels of management and supervisors. Alberta Agriculture will continue to improve and update its health and safety programs.

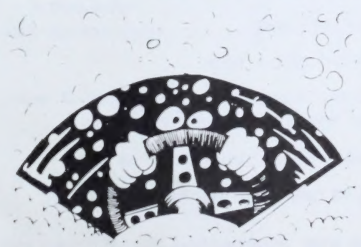
The department will make every effort practicable to prevent injury to its employees and safeguard them from occupational health hazards.

Each employee and manager has a personal responsibility for health and safety and complying with legislation, regulations and department directives governing occupational health and safety.

Occupational health and safety considerations are an integral part of every manager's day to day function. No task is so important or urgent that it cannot be carried out in a safe manner.

I anticipate support of all Alberta Agriculture's management and supervisors through their acceptance of responsibility and accountability for achieving and maintaining a safe, healthy work environment.

H. B. McEWEN
Deputy Minister



ADJUST TO CHANGING WEATHER

Make sure you can see and be seen. Cleaning a peephole just big enough to see through the windshield won't do. Use an ice scraper and snow brush to clean the entire windshield, as well as the side and rear windows.



TRAVEL WISE

The vehicle is all warmed up and you have a full tank of gas so lets go. S T O P — ask yourself, am I prepared for a winter emergency that could leave me stranded? If the answer is no, please read the rest of this article. It may save your life.

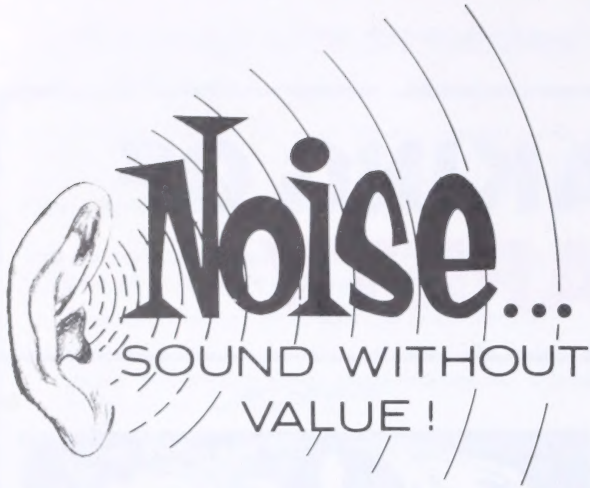
In preparation for most emergencies, your vehicle should be equipped with the following suggested items:

- | | |
|------------------------------|---|
| Jack | Axe |
| Spare tire(s) | Booster cables |
| Basic tools | Baling wire |
| Flashlight (extra batteries) | Heavy twine or rope |
| Extra fan belt | Flares/Reflectors |
| First aid kit | Fire extinguisher (ABC) |
| Shovel | Bags of sand |
| Ice scraper | Sleeping bags/blankets |
| Methyl Hydrate | Emergency survival kit |
| Extra wool clothing | Extra supply of high calorie, non-perishable food |
| Two rope chains | Matches & large candle & holder |
| Tire chains | Extra fuses |

This may seem like a lot of extra things to take along, but if you are ever stranded you will be glad you have them with you. Also remember, you may have to take extra of some of the items on the list if you have your family with you.

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TRAVEL WISE



How many times have you started your automobile and the radio comes on so loud that it hurts your ears? Your first reaction is who turned this thing up so loud, then you realize you were the last one to use the vehicle. That was the way you were listening to the radio when you turned off the ignition.

What really happened was that while you were listening to the radio, because of the high volume, you suffered a temporary threshold shift, which caused temporary hearing loss. The reason why the radio was so loud when you returned was because your hearing returned to almost normal. Yes, almost, because each time you cause temporary damage, due to noise, there is some permanent damage done to a part of your hearing that will never return to normal.

This small loss may not effect you now or may go unnoticed for years. Like adding water to a pail, one or two drops do not normally make a difference, but keep adding water one drop at a time and soon you will overflow the bucket. Over the years those minor hearing losses can add up, until your loss of hearing becomes quite serious. Most people assume poorer hearing is simply a result of growing old. Yet studies indicate that some people in agriculture experience substantial noise-induced hearing loss by age 30!

Excessive noise can be eliminated or reduced by building or redesigning quieter machines and/or using appropriate personal protective equipment designed for noise reduction. Noise is measured in decibels. The acceptable maximum noise level for a normal eight hour day is 85 decibels. In many of the environments we live or work in today, we do not have control over the noise output. We can, however, have control over the amount of noise that enters our system.

There are many types of noise reduction devices available from ear plugs to acoustic ear muffs. (Ear muffs are not to be confused with radio head phones). Often the comment expressed is that when I use ear plugs, I cannot hear the machinery to tell if it is operating effectively. Acoustic ear muffs are recommended in this case. The muffs cut out the noise that does damage to hearing while you can still determine background noise needed to do the job.

Other important things to remember if stranded are:

1. **DO NOT PANIC! THINK! WORK SLOWLY!**
2. **BEWARE OF OVER-EXERTION OR OVER-EXPOSURE:** Strenuous activities such as pushing a car or shovelling snow, combined with stress and extremes of temperature may lead to a heart attack.
3. **STAY WITH THE VEHICLE:** Do *not* attempt to walk for help. It is easy to become lost. Disorientation occurs quickly in blowing and drifting snow. Your vehicle provides protection from the weather and offers a better chance of being spotted by police or highway crews.
4. **ENSURE ADEQUATE VENTILATION:** Carbon monoxide poisoning and oxygen starvation are both deadly. Run motor sparingly. Make provisions for a fresh supply of air. Ensure that the tail pipe is clear of snow or mud and that exhaust fumes are not allowed to re-enter the vehicle.
5. **CLAP HANDS** and move legs vigorously from time to time to stimulate circulation, warm extremities, and relieve tense muscles.
6. **DO NOT PERMIT** all occupants to sleep at once. Use dome light to observe one another at night. It may also be spotted by other motorists.
7. **USE HEAT SOURCE** and container to melt snow for drinking water. Never eat snow as it can dangerously lower body temperature.
8. **TAKE ALONG A GOOD BOOK:** Reading will help you pass the time and give you something to do until help arrives.

REMEMBER — being prepared is your best defense against vehicle emergencies.

In the early stages of noise-induced hearing loss, a person may complain of:

1. tinnitus (ringing in the ear)
2. muffling of sound
3. discomfort of the ears
4. temporary depression of hearing at work, but clears several hours away from the noise.
5. the ability to tell musical tones apart
6. failing to hear high pitched sounds

If you have ever experienced any of these symptoms, you should seek professional help immediately to determine if you have noise induced hearing loss.

Remember, **GUARD YOUR HEARING!** Next to eyesight, it is your most important warning device. Can you imagine living without it.

CHAIN SAW SAFETY

Chain saws are becoming a common sight in urban areas as well as on farms. New light weight chain saws are popular for trimming trees and cutting wood for the fireplace. There are however, a number of hazards concerning chain saws that you should be aware of.

When you are using your chain saw you should always consider the following:

- the weather
- fire
- the tree
- the saw
- the operator (you)

The Weather

Avoid cutting trees on windy days, use these days for limbing or trimming only. Even on sunny days the wind may cause a tree to fall in the wrong direction. This could cause damage to power lines, buildings or even people. Slips or falls may result if you are working around rain, snow, or ice, so use extreme caution and use the proper personal protective equipment. What would happen if you slipped and landed on the running saw blade?

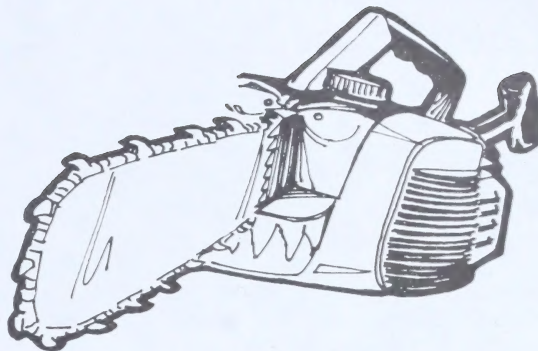
Fire

Fire resulting from spilled fuel is not uncommon. During hot, dry weather leaves and dry grass become an extreme fire hazard, especially if it is windy out. Always remember to refuel on the bare ground, even if you have to remove leaves and dry grass in an area. Remembering that spilled fuel adds to the danger of fire, always remember to move at least 12 feet away from the refueling area before you start your chain saw. Keep all dry combustible materials away from mufflers. Even a spark from a faulty muffler can cause a fire.

The Tree

Do not try to cut down any tree with a diameter greater than the length of your chain saw blade. A felling operation such as this takes special skills, and you could be seriously injured if the tree falls the wrong way, or the saw kicks back at you. Other types of problem trees that you should watch for are:

Widowmaker — A tree with broken or dead branches. One of these could cause serious injury if it suddenly broke off and fell on you.



Spring Pole — A young tree that is bent and held down under tension by another tree. If the other tree or the sapling is cut right, it can snap up with a tremendous force, striking anyone near.

Schoolmarm — A tree with a fork in the trunk, or two trees that have grown together at the base. Once this tree is cut it is difficult to predict which way it will fall.

The Saw

A properly maintained chain saw is a must. This includes sharp teeth, correct chain tension, proper lubrication, and a properly tuned engine.

Knowledge in most of these areas may be acquired by reading your operator's manual that should be provided with each unit. With extended use, chain saw noise and vibration can cause hearing loss, fatigue and swelling of the hands. To reduce these potentially harmful effects, you should:

1. wear ear protection
2. take frequent rest breaks
3. keep chain saw in top operating condition

The Operator

You must always use extreme caution, at all times, when using a chain saw. The first thing an operator should consider is personal protective equipment. Protective equipment should be provided for the head, ears, eyes, feet and hands. Never walk around an area where a chain saw is running. A trip or a fall could bring you in contact with the sharp chain. When carrying the chain saw through the bush, it is always advisable to have the saw in a case, or have a scabbard over the guidebar.

Never allow another person to help you start a chain saw. If either of you slips or lets go, the other could be cut. The saw will jump back if the chain at the top of the bar touches another object. This is called kickback. In some cases when a running chain saw kicks back, it jumps into the operator's face causing severe damage. Always remember, to avoid being hit by kickback never stand directly in back of a chain saw. Always stand to the side while cutting wood.

You must always remember that chain saws are dangerous. With the use of extreme caution and proper safety procedures, you can complete the job safely.



"AM I THE CAUSE OR THE CURE?"

Few will disagree that the success of any program, health and safety included, is due in a large part to the degree in which management at all levels is both committed to and involved in it. Generally speaking, while commitment in principle is not too difficult to obtain, active involvement through participation is entirely a different matter.

Occupational health and safety, in the minds and experiences of too many managers, is usually reduced with production problems, increased costs and discipline. Many managers have been heard to say, "Sure, I'm for safety, but right now I've got other problems. I just can't afford the time, or the money to become too involved." How sad it is that health and safety is seen as a problem rather than part of the solution.

Health and safety should be managed like any other function. This principle should be important to all managers. We do not want a department and a safety program, or a department and safety, or a department with safety — but, rather, we want a safe department.

The following is a list of basic steps to examine, to see how managers might change their approach to accident prevention. These steps, however basic, if implemented can assist even the successful manager.

1. You must want to stop accidents.

Practice what you preach by example; be sure you understand the department safety program and back it up.

2. Get help on details.

You are not expected to know everything about health and safety problems, but you should know where to go for assistance.

3. Locate the hazards.

Watch for things that cause accidents, review causes of past accidents and compare them to current trends.

4. Make the job safe.

Remove hazards and strive to create a safe working environment. Provide proper personal protective equipment and other related health and safety material needed to do the job correctly and without incident.

5. Control work habits.

Instruct all employees on the proper and safe way to do the job, enforce general safety rules and follow up to ensure that employees understand and comply with them.

6. Keep simple records.

A conscientious manager will keep and maintain simple records of past accidents that could adversely affect operations. This will help to detect and control potential downgrading incidents before losses occur.

7. Get employees involved.

Have those who are involved, participate. Get their suggestions and allow them to assist in reporting and solving problem areas that otherwise may go undetected.

8. Support group communications.

If people can convey their understanding of things to others — and can understand what others are trying to convey to them, the effectiveness of the organization will surely improve. Remember, communication is what we do to give and get understanding.

"FIRST AID FOR FIRE"

Most of us have heard the old saying "A stitch in time saves nine". This also holds true in at least one other case. The difference between a major fire loss and a minor fire inconvenience may depend upon your first aid fire fighting equipment, the portable fire extinguisher. You must always remember that the danger of fire exists at all times and your first line of defense is having and knowing how to use your portable fire extinguisher.

The standard procedure you should always use when a fire is discovered is: First — call the fire department; Second — evacuate others to safety; Third — if the fire is not too large or out of control, use the extinguisher to control the fire. Always remember that most extinguishers last only seconds before the fire fighting agent is completely expelled. If this happens before the fire is put out, you will be glad you called the fire department first. One rule to remember is that if one extinguisher will not do the job, chances are another won't help. The fire may be too big, so evacuate the area immediately.

Choosing an extinguisher is very important. The chart below will give a list of types available.

While portable fire fighting equipment is available in many forms, a good supply of water is the best remedy for most big fires. One thing you must always remember, to prevent electrical shock, never use water or an A type extinguisher on an electrical fire.

One of the most popular fire extinguishers available today is the Multi-purpose ABC Dry Chemical type. As the designation implies, it will extinguish class A, B, and C fires. ABC fire extinguishers are available in weights from two to thirty pounds and will give you eight to twenty-five seconds of fire fighting time.

Points to Remember

1. Regularly check and maintain all fire extinguishers.
2. After use, have an extinguisher refilled and replaced in its proper location.
3. Locate the unit in a conspicuous place — near, but not on top of a hazardous area.
4. Make sure all employees and family members know how to operate a fire extinguisher.
5. Never incinerate an extinguisher or expose it to extreme heat source.
6. Multi-purpose ABC extinguishers will not freeze.
7. Never attack a fire from a distance of less than six to ten feet.

CHOOSING AN EXTINGUISHER

Use and other information:	WATER TYPE		CARBON DIOXIDE	DRY CHEMICAL	MULTI-PURPOSE A.B.C.
	Stored Pressure	Water Pump Tank			
CLASS A FIRES: Wood, paper, trash having glowing embers	A	YES	YES	NO	YES
CLASS B FIRES: Flammable liquids, gasoline, oil, paints, grease, etc.	B	NO	NO	YES	YES
CLASS C FIRES: Electrical equipment	C	NO	NO	YES	YES
EFFECTIVE RANGE	30' 40'	30' 40'	2' 5'	5' 20'	5' 20'
USUAL OPERATION	Squeeze handle or turn valve	Pump handle	Pull pin, squeeze handle	Pull pin, squeeze handle	Pull pin, squeeze handle
SUBJECT TO FREEZING unless protected with antifreeze solution	YES	YES	NO	NO	NO
INSPECTION PROCEDURE	Check air pressure every 3-4 months	Discharge and fill with water annually	Weigh annually	Check pressure indicator	Check pressure indicator

